

**MARION BOARD OF SELECTMEN  
WATER/SEWER COMMISSIONERS  
MEETING MINUTES  
June 7, 2016**

**MEMBERS PRESENT:** Jonathan Dickerson, Chairman  
Stephen Cushing  
Stephen Gonsalves

**ALSO PRESENT:** Paul Dawson, Town Administrator  
Rob Zora, DPW Superintendent  
Judith Mooney, Finance Director  
Rebecca Tilden  
Jennifer Francis  
Alan Decker  
Debra Paiva, secretary  
Others who did not sign in

The meeting was called to order at 7:00 p.m. in the Town House conference room. Mr. Dickerson announced that the meeting would be televised and video recorded by ORCTV and audio recorded by Town of Marion staff.

**Approval of meeting minutes – May 17, 2016**

Moved by Mr. Cushing and seconded by Mr. Gonsalves to approve the minutes. VOTE: 3-0-0

**APPOINTMENT**

**Finance Director, Water Rate Study Committee – Discussion regarding setting of water and sewer rates**

Mrs. Mooney and committee members Robert Zora, and Rebecca Tilden were present to recommend fiscal year 2017 water and sewer rates. Mrs. Mooney explained that in 2007 there was a huge rate increase and it was agreed that each year the current expenses and rates would be evaluated. In 2013 and 2014 the committee used reserves to hold off rate increases and in 2015 there were some increases. Mrs. Mooney explained the recommendations, what is causing the increases, and the approximate yearly costs the recommendations would have on average households. The following rates are proposed:

**Water**

- A 2.5% increase is recommended in water base rates

**Sewer**

- Sewer – A 2.5% increase is recommended in sewer base rates
- No increase is recommended in Tier One
- A 10% increase is recommended in Tier Two
- A 15% increase is recommended in Tier Three

Moved by Mr. Cushing and seconded by Mr. Gonsalves to accept the new rates as presented. VOTE: 3-0-0

**Chief Miller – Discussion regarding full-time position**

Chief Miller was present to seek support of the Board to advertise for one temporary full time position. He explained that one regular officer has been out with an injury and resignations from

part time personnel has required him to use overtime to fill regular shifts; he noted that the cost difference between putting on a full time officer vs. paying overtime to fill shifts would result in significant savings.

Moved by Mr. Dickerson and seconded by Mr. Gonsalves to support Chief Miller's recommendation. VOTE: 3-0-0

## **ACTION ITEMS**

### **Water/Sewer abatement request – 17 Wilson Road**

An application for an abatement of water/sewer charges at 17 Wilson Road and comments from the DPW Superintendent were reviewed and discussed. Review of the information revealed the following:

- The increase in water consumption was the result of a leak caused by burst pipes in the crawlspace under the dwelling;
- The dwelling was vacant when the leak occurred;
- When reading the meter for quarterly billing, Water Department staff noticed very high consumption and notified the owner's daughter;
- The pipes have been repaired;
- The water was not consciously used and did not enter the sewer system;
- The Department of Public Works recommended the granting of an abatement of the sewer charges.

Moved by Mr. Cushing and seconded by Mr. Gonsalves to grant an abatement of the sewer charges only of \$2683.74. VOTE: 3-0-0

### **Request for appointment to Council on Aging – Kathleen Moore**

### **Request for appointment to Council on Aging – R. Henry Norweb III**

### **Request for appointment to Council on Aging – Margaret Gee**

Three requests for appointment to the Council on Aging were reviewed and briefly discussed. Also reviewed was a recommendation submitted on behalf of the Council on Aging.

Moved by Mr. Cushing and seconded by Mr. Gonsalves to appoint R. Henry Norweb and Margaret Gee to the Council on Aging. VOTE: 3-0-0

### **Tabor Academy request regarding live entertainment (6/11/16)**

The annual request to allow an extra half hour of outside entertainment was reviewed. The event will take place on June 11, 2016 from 6:00 p.m. to 11:00 p.m.

Moved by Mr. Cushing and seconded by Mr. Gonsalves to move the request from Tabor Academy to extend the June 11 dinner dance from 6:00 p.m. to 11:30 p.m. VOTE: 3-0-0

### **Request regarding Feast of St. Anthony (6/12/16)**

Moved by Mr. Cushing and seconded by Mr. Dickerson to move the request. VOTE: 3-0-0

### **1 day all alcohol license – Marion Social Club – Bridal Shower 1:00 p.m. – 5:00 p.m. (6/11/16)**

NOTE: Mr. Cushing recused himself from this discussion and vote.

Moved by Mr. Dickerson and seconded by Mr. Gonsalves to move the request. VOTE: 2-0-1

**Approve execution of Area CR-4A-1 Sewer System Repairs and 2016 Pavement Management Plan Roadway Improvements Project**

Mr. Dawson and Mr. Zora described the work included in the contracts; funding will come out of the Town's I&I budget and also out of Chapter 91 funds.

Moved by Mr. Dickerson and seconded by Mr. Gonsalves to authorize the Town Administrator to sign the contract on behalf of the Town of Marion. VOTE: 3-0-0

**Approve Change Order #1 – Capital Improvement Plan – Phase 1A**

Mr. Dawson told the selectmen that the work in the change order consisted of a driveway modification, repair to an electrical service, installation of additional road symbols, street sign modifications, and landscaping and lawn sprinkler system repairs; the cost is \$29,981.38.

Moved by Mr. Cushing and seconded by Mr. Gonsalves to approve the change order and to authorize the Town Administrator to execute the contract. VOTE: 3-0-0

**Discussion – Appreciation Events**

The annual Employee and Committee Member Appreciation Events will be held on Thursday, July 21.

**Request to declare surplus equipment**

A list of vehicles and equipment that the DPW Superintendent is requesting to declare surplus property was reviewed and briefly discussed.

Moved by Mr. Cushing and seconded by Mr. Gonsalves to declare the property surplus. VOTE: 3-0-0

**Water/sewer commitment – final readings and new service - \$1561.26 (5/24/16)**

Moved by Mr. Cushing and seconded by Mr. Gonsalves to move the commitment. VOTE: 3-0-0

**Credit memo – 9 Holly Lane, \$1649.08 (5/24/16)**

Moved by Mr. Cushing and seconded by Mr. Gonsalves to move the credit memo. VOTE: 3-0-0

**Discussion – Application for aquaculture license – Shea Doonan**

Mr. Doonan was present to discuss a request for an aquaculture grant located off of Meadow Island. His previous application for a grant located off of Ram Island was denied by the Division of Marine Fisheries. Shellfish Officer Adam Murphy said the site looks good but can't be certain until a dive survey is done; he recommended that the application move forward. Mr. Dawson explained that this is the first in a series

Moved by Mr. Cushing and seconded by Mr. Gonsalves for the application to move forward. VOTE: 3-0-0

**Request for appointment to Marion Affordable Housing Trust – Jonathan Henry**

An application for appointment and recommendation for the appointment were reviewed and briefly discussed.

Moved by Mr. Dickerson and seconded by Mr. Gonsalves to appoint Jonathan Henry a member of the Marion Affordable Housing Trust. VOTE: 3-0-0

**Conservation Restriction – Tinkham Property, Mattapoisett**

Buzzards Bay Coalition representative Alan Decker was present for this discussion. Mr. Dawson explained that at the 2016 Annual Town Meeting the Town of Marion voted to join with other communities and purchase a parcel of land located within the Town of Mattapoisett in order to protect the public water supply. Mr. Decker explained that because the funding used was from Community Preservation funds a Conservation Restriction (CR) is required. The CR would be held jointly with the Buzzards Bay Coalition and the Town of Fairhaven. Mr. Decker said that tonight he was requesting that the Board of Selectmen approve being a co-holder of the CR, that the selectmen sign the signature page tonight, and that it be held by Mr. Dawson pending finalization of the CR and approval by Attorney Witten of the final document.

Moved by Mr. Cushing and seconded by Mr. Gonsalves to approve. VOTE: 3-0-0

**One day all alcohol license – Marion Social Club – family party 12:00 noon – 4:00 p.m. (6/19/16)**

Moved by Mr. Cushing and seconded by Mr. Gonsalves to move the license. VOTE: 3-0-0

**Request for appointment to Marion Fourth of July Parade Committee**

The following individuals are requesting appointment to the Marion Fourth of July Parade Committee: Jody Dickerson, Steve Gonsalves, Donna Hemphill, Nathan Vaughan, John Garcia, Rodney Hunt.

Moved by Mr. Cushing and seconded by Mr. Dickerson to move the appointments. VOTE: 3-0-0

**Approve and ratify contract – Associate Assessor**

The current associate assessor is retiring on July 5; the Board of Assessors has offered the position to Linda Dessert. The contract was reviewed and briefly discussed.

Moved by Mr. Dickerson and seconded by Mr. Cushing to sign the contract on behalf of the Town of Marion. VOTE: 3-0-0

**Request for appointment of Assistant Harbormaster/Shellfish Officer – Harold Terpenney**

Harbormaster Isaac Perry and Mr. Terpenney were present to discuss the request. Mr. Terpenney has worked with the department through the winter and spring through the ORR school to career program.

Moved by Mr. Cushing and seconded by Mr. Gonsalves to move the appointment. VOTE: 3-0-0

**Approve execution of contract – Development of Fiscal Sustainability Plan/Asset Management Program**

Mr. Dawson requested authorization to execute the contract on behalf of the Town. The Asset Management Program (AMP) contract was approved at the 2016 Annual Town Meeting and has a value of the \$150,000. Mr. Dawson noted that a \$40,000 grant was secured to put toward the contract, and the Town's contribution will be \$110,000. The purpose of the AMP is to identify major assets of the sewer plan and to develop a plan for ongoing maintenance and replacement. Mr. Dawson and Mr. Zora noted that the AMP will be a requirement of the NPDES and MS4 permits and also that the Town cannot apply for SRF funding for any projects without it.

Moved by Mr. Cushing and seconded by Mr. Gonsalves to approve execution of the contract. VOTE: 3-0-0

**Approve execution of contract – Aucoot Cove Sewer Evaluation and Preliminary Design**

Mr. Dawson requested authorization to execute the contract on behalf of the Town. The contract is fully funded by a \$200,000 grant from the Buzzards Bay Natural Estuaries Program with the intent of examining sewerage in the Indian Cove neighborhood of Marion and the Harbor Beach neighborhood of Mattapoisett.

Moved by Mr. Gonsalves and seconded by Mr. Cushing to approve execution of the contract.

VOTE: 3-0-0

## **TOWN ADMINISTRATOR REPORT**

### **Board of Health smoking regulation**

Mr. Dawson brought to Board's attention regulations adopted in March by the Board of Health; no action by the selectmen is required. Mr. Dickerson explained that in 2013 on the recommendation of the Board of Health a location on Silvershell Beach was designated a smoking area. He noted that there never has been a problem with the designated smoking area; however, the Board of Health has now prohibited smoking in all public places, including Silvershell Beach.

### **Update – Department head quarterly meetings**

Mr. Dawson informed the selectmen that the quarterly meetings to provide department heads an opportunity to discuss budgeting and capital planning with the Finance Committee and the Capital Improvements Planning Committee have been scheduled. The meetings will take place at the Music Hall at 6:30 p.m. on Thursday, June 30, Thursday, September 22, and Thursday, December 8.

### **Discussion – Summer meetings of Selectmen**

It was agreed that the summer meeting dates will be July 12, August 2, and August 16; the meetings will be held at the police station.

### **Discussion – Electric vehicle grant application**

This was continued from the May 17 meeting, when the board discussed submitting a grant application for an additional vehicle for use by the Council on Aging. Mr. Dawson explained that the vehicle would be used to increase the number of visits by the Outreach Worker, to deliver meals, and to provide transportation. It was noted that the addition of an electric vehicle would not eliminate one from the Council on Aging fleet.

Moved by Mr. Cushing and seconded by Mr. Gonsalves to move forward with a grant application for three vehicles. VOTE: 3-0-0

### **Discussion regarding agreement between Town of Marion and Taber Library Association**

The Town's auditing firm has advised an agreement spelling out the responsibilities between the Town and Taber Library Association. The draft agreement was submitted for the selectmen to review; no action was needed tonight.

## **CORRESPONDENCE**

The following correspondence items were briefly discussed:

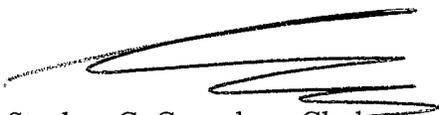
#9 – Letter from Council on Aging Director regarding hiring of COA Outreach Worker

## **OTHER**

Mr. Gonsalves noted the recent passing of resident Sally Serpa and suggested the placement of a plaque at Silvershell Beach in memory of the Ms. Serpa and her late sister.

Moved by Mr. Dickerson and seconded by Mr. Cushing at 8:45 p.m. to enter into Executive Session for contract negotiations with nonunion personnel, strategy related to collective bargaining, and also strategy related to litigation. The Board will not be entering into regular session. A roll call vote was taken with all members voting aye.

Respectfully submitted,



Stephen C. Gonsalves, Clerk  
Date approved: June 21, 2016

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MARION BOARD OF SELECTMEN

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**DOCUMENTS REVIEWED AT MEETING – June 7, 2016**

Meeting Minutes – May 17, 2016  
Proposed FY2017 water and sewer rates  
Water/Sewer abatement request – 17 Wilson Road  
Request for appointment to Council on Aging – Kathleen Moore  
Tabor Academy request regarding live entertainment 6/12/16, 6:00 p.m.–11:00 p.m.  
Request regarding Feast of St. Anthony 6/12/16, 12:00 noon – 6:00 p.m.  
1 day all alcohol license – Marion Social Club – Bridal Shower 1:00 p.m. – 5:00 p.m. (6/11/16)  
Contract - Area CR-4A-1 Sewer System Repairs and 2016 Pavement Management Plan Roadway Improvements Project  
Contract - Change Order #1 – Capital Improvement Plan – Phase 1A  
Request to declare surplus equipment  
Water/sewer commitment – final readings & new service - \$1561.26 (5/24/16)  
Credit memo – 9 Holly Lane, \$1649.08 (5/24/16)  
Discussion – Application for aquaculture license – Shea Doonan  
Request for appointment to Council on Aging – R. Henry Norweb III  
Request for appointment to Council on Aging – Margaret Gee  
Request for appointment to Marion Affordable Housing Trust – Jonathan Henry  
Draft Conservation Restriction – Tinkham Property, Mattapoisett  
1 day all alcohol license – Marion Social Club – family party 12:00 noon – 4:00 p.m. (6/19/16)  
Request for appointments to Marion Fourth of July Parade Committee  
Contract – Associate Assessor  
Harbormaster request for appointment of Assistant Harbormaster/Shellfish Officer – Harold Terpenney  
Contract – Development of Fiscal Sustainability Plan/Asset Management Program  
Contract – Aucoot Cove Sewer Evaluation and Preliminary Design  
Board of Health smoking regulation  
Draft agreement between Town of Marion and Taber Library Association

**CORRESPONDENCE**

Letter of resignation – Timothy Chan, Assistant Harbormaster  
Street closure request – First Congregational Church Summer Fair (7/30/16)  
Letter of resignation – Shawn Costa, Special Police Officer  
ConCom Order of Conditions – Sprague’s Cove  
Resignation from Conservation Commission – Stephen Gonsalves  
Letter from DMF regarding shellfishing status – Sippican Inner Harbor  
Letter from DMF regarding shellfishing status – Lower River  
Letter from xfinity regarding channel change information  
Letter from Council on Aging Director regarding hiring of COA Outreach Worker  
Application for appointment to Memorial Day Committee – Andrew Bonney  
Copy of letter from Building Commissioner regarding 99A Perry’s Lane, Rochester

**OTHER BOARDS**

Reorganization – Board of Assessors  
Reorganization – Planning Board  
Meeting Agenda – Planning Board – June 6, 2016